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ABSTRACT

This guide to the "Documents on Documents Collection" describes 223 documents gathered during 1984-95. The collection consists of materials used in the administration of state documents depository programs, including: (1) bibliographies; (2) commentaries and letters; (3) depository contracts; (4) forms and form letters; (5) labels; (6) legislation and legal materials; (7) mailing lists; (8) manuals; (9) procedural guidelines; (10) promotional materials; (11) selection lists; (12) shipping lists; and (13) studies, surveys, and workshops. Following entries for preliminary materials (i.e., materials that relate to the collection as a whole or to several states) and regional materials, the entries in the guide are arranged alphabetically by state and, within each state, by topic and year of receipt. Materials from the following 39 states are included: Alabama, Alaska, Arizona, California, Colorado, Connecticut, Delaware, Florida, Hawaii, Idaho, Illinois, Indiana, Iowa, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Minnesota, Mississippi, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Dakota, Texas, Utah, Vermont, Washington, Wisconsin, and Wyoming. Some of the items listed are not included in the microfiche collection due to copyright restrictions or other reasons. (MES)

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ED 431 437

A GUIDE TO
THE DOCUMENTS ON DOCUMENTS COLLECTION
1984 - 1995

(Compiled by Margaret T. Lane, Jan Goldsmith, Lauri Kram)

FOR THE
STATE AND LOCAL DOCUMENTS TASK FORCE
GOVERNMENT DOCUMENTS ROUND TABLE
AMERICAN LIBRARY ASSOCIATION

1996

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INTRODUCTION

The Documents on Documents Collection, a service of the State and Local Documents Task Force, consists of materials used in the administration of state documents depository programs. The criteria used for selection are very broad – anything that a state wishes to submit - with the result that a medley of items relating to state documents is found in the collection.

This guide to the 1984-1995 portion of the collection has been prepared to accompany the items that are now available on ERIC microfiche. There will be no further additions to the Documents on Documents Collection after 1995. The guide, and the collection itself, supplement the 1973-1979 and 1980-1983 guides and collections that are also available on ERIC microfiche. The 1973-1979 collection consists of 28 microfiche (ED 247 940) and its guide (ED 247 939), the 1980-1983 collection consists of 12 microfiche (ED 263 923) and its guide (ED 263 922). Users are referred to the 1973-79 guide for a history of the collection and the names of the many members of the Task Force who worked on the maintenance and listing of the collection in its first years.

Arrangement and Entries

The entries are arranged alphabetically by State, and within each State, by topic and year of receipt. The classification scheme for the 1984-1995 collection differs slightly from the numbering used in the 1973-1983 collections. As before, each item is identified by the two-letter postal designation, but the new scheme now incorporates the year the item was received after the symbol for the state. This is followed by the letter for the topic. For example, in AL87:B01; AL stands for Alabama, 87 indicates that the item was received in 1987, and B represents the topic "Letters and Commentaries." A separate identifier has been made for each item, thus in AL87:B02, the "02" indicates that this is the second item from topic B received from Alabama in 1987, the first having been designated AL87:B01.

Scope of the Microfiche Collection

Entry numbers for items which are preceded with an asterisk (e.g. *AK86:F01) indicate that the items are included in the paper collection but were not included in the microfiche collection. These items are primarily state code and statutory provisions, checklists of state publications, or periodical articles and have been excluded from the microfiche collection due to either copyright restrictions or other reasons. For detailed information about this, please see A Guide to the Documents on Documents Collection 1973-1979, "Scope of the Microfiche Collection" pp. 4-6.

Topics

A. Bibliographies - Included here are lists of bibliographies of state publications and lists of reference tools. Basic or core lists are included in Topic K "Selection Lists."

B. Commentaries and Letters - Most of the letters and memoranda included here are substantive. Letters of transmittal of items to add to the collection are no longer in the collection unless they contain additional information about the state depository.

C. Depository Contracts - Both preliminary applications and final contracts are included here.

D. Forms and Form Letters - Forms to be completed and standard letters are included. Most forms are those used by the distribution center. Some are for use by depository libraries or by state agencies.

E. Labels - There are two kinds of labels: those intended for use on depository shipments and those for use by state agencies in sending publications to the distribution center.

F. Legislation and Legal Materials - Bills, session laws, attorney general's opinions, proposed legislation, and rules and regulations are included here.

G. Mailing Lists - Includes mailing lists for the state checklist and for depository libraries. Lists of depository libraries are included here whether or not the library addresses are given. Also included are maps locating the depository libraries in the state.

H. Manuals - The more substantial procedural guides are listed here; usually they are ten pages or more. Some are directed toward state agencies and some, toward depository libraries.

I. Procedural Guidelines - These are the short, often one page, statements on rules to be followed and guidelines to be observed. Formal rules and regulations are included in Topic F "Legislation and Legal Materials."

J. Promotional Materials - These are publicity materials, mostly folders.

K. Selection Lists - This topic includes lists from which partial depositories make their selections. Core, or basic lists and price lists are included here.

L. Shipping Lists - Lists that are titled shipping lists, or presumably intended as a record of materials distributed, are included here.

M. Studies, Surveys and Workshops - The publications listed here are, for the most part, not prepared by the state distribution center but by various committees or individuals. Items that do not fit easily into one of the other categories are included here.

DOCUMENTS ON DOCUMENTS COLLECTION
1984-1995

(Items preceded with an * are included in the print collection
but are not included in the microfiche collection.)

PRELIMINARY MATERIALS

The preliminary materials relate to the collection as a whole or to several states.

Prelim. 9 - Report of the ALA, GODORT, State and Local Documents Task Force, Committee of Eight, on summaries of responses from individual states to the Committee's requests for (1) current information on state and local government publications available in electronic formats, pp. 1-5 and 8, (2) copies of state and local documents collection policies, pp. 5-7 and 8, and (3) the name of the agency responsible for cataloging state government documents, pp. 7-9. 1993.

Prelim. 10 - Letter from Margaret Lane to Committee of Eight members for surveying states on the name of the agency responsible for cataloging that state's state documents. Includes attachment on the Serials Industry Systems Advisory Committee (SISAC) Serial Item and Contribution Identifier (SICI) Standard. 5 p. January 28, 1993.

Prelim. 11 - Letter from Margaret Lane to Committee of Eight members requesting a survey of states for the current status of the availability of state government information on online databases and CD-ROM and for each state's state and local document collection policies. December 30, 1992. 2 p.

Prelim. 12 - Memo from Rebecca Gardner, Rutgers University, with responses from Delaware, Kentucky, Maryland, Michigan, New Jersey, Ohio, Pennsylvania, and West Virginia to the Committee of Eight request for the name of the state agency responsible for cataloging each state's state government publications. June 21, 1993. 2 p.

REGIONAL MATERIALS

Regional items include workshops held for (or about) a group of states.

Region. 4 - American Library Association, ASCLS/SLAS, Information Needs of Government, Discussion Group, Meeting, January 23, 1993, "Library Services in a State Library Setting" - Panel Discussion. 4 p.

ALABAMA

AL87:B01 - Letter from Keeta Kendall, Alabama Dept. of Archives and History, on depository bill which did not pass and on description of how they handle state publications. October 22,1987. 1 p.

AL87:F01 - Substitute for House Bill 32, a Bill to be entitled an act to create a State Publications Depository Program...to establish the Alabama Publications Clearinghouse...to establish the Advisory Council for the State Publications Depository Program... May 28, 1987. 7 p.

AL87:I01 - Description of how State publications are handled at the Alabama Department of Archives and History. [1987?] 3 p.

ALASKA

AK93:B01 - Letter from Patience Fredericksen, Alaska State Library, transmitting draft collection development policies for the Alaska State Library. April 12, 1993. 1 p. [see AK93:H01 and AK93:H02]

AK93:B02 - Letter from Patience Fredericksen, Alaska State Library, responding to the Committee of Eight's request for information about the availability of Alaska state and local government information in electronic formats and about Alaska state documents collection development policies. February 25, 1993. 1 p.

***AK86:F01** - Laws of Alaska, An Act relating to the functions and organization of the State Library Distribution and Data Access Center, 1979, chapter 27, effective July 23, 1979. 6 p.

AK86:H01 - Manual for depository libraries. 1982. Various paging.

AK93:H01 - [Draft, Alaska State Library] General Collection Policies, Local Alaska (Borough and Municipal) Publications. April 6, 1993. 2 p.

AK93:H02 - [Draft, Alaska State Library] General Collection Policies, Alaska State Publications. Received 1993. 5 p.

AK86:J01 - It's the law. August 1984. Folder.

AK89:J01 - Alaska state publications and the law. December, 1987. Folder.

AK89:M01 - 1984 State Publications depository library survey. Questionnaire from Alaska State Publications Distribution Center, Alaska State Library. Received 1989. 2 p.

ARIZONA

AZ93:B01 - Letter from Atifa Rawan, University of Arizona Library, responding to the Committee of Eight's question on the availability of Arizona state and local government information in electronic formats. February 27, 1993. 3 p.

CALIFORNIA

CA89:B01 - Memo to all California State Depository libraries from Jacquelin Siegel, California State Library, on News and Notes about the Government Publications Section at the California State Library. June 23, 1989. 2 p.

CA93:B01 - Letter from Jacquelin Siegel, California State Library, responding to the Committee of Eight's question on the availability of California state and local government information in electronic formats. Includes a description of the California Economic Database System (CEDS). February 11, 1993. 4 p.

CA93:B02 - Email message from Jacquelin Siegel, California State Library, responding to the Committee of Eight's request for the name of the agency responsible for cataloging California state government publications. February 22, 1993. 1 p.

CA89:H01 - Distributing state publications: California state agency responsibilities under the Library Distribution Act. December 1985. 21 p.

CA89:H02 - California State Agency classification scheme, edited by Dennis Hagen, 1989. 241 p.

CA89:I01 - The business of acquisitions - Federal and California State agency government publications, by Thomas Andersen and Carla Mazzini. April 20, 1989. 20 p.

CA92:J01 - Government Publications Section ... California State Library. Received 1992. Folder.

COLORADO

CO93:B01 - Handwritten note from Jim Shubert responding to the Committee of Eight's request for the name of the agency responsible for cataloging Colorado state government publications. Received 1993. 1 p.

CO85:D01 - State publications depository law, contacts. 1 p.

CO85:D02 - Depository monitoring visit questionnaire. 1 p.

CO93:D01 - Flier (inserted with packing slip for each print job by state print shop or some decentralized printing facilities) requesting state agencies to send copies of their publications to the State Publications Depository and Distribution Center. 2 p. (date?)

CO93:D02 - Public information database survey, sent to State agencies. 2 p.

CO85:F01 - Colorado state depository law, Colorado Revised Statutes, effective July 1, 1981. 2 p.

CO85:H01 - Colorado state publications depository program, Manual of guidelines for Colorado state agencies, compiled by David Myers. August 1981. 22 p.

CO92:H01 - Agency manual, Colorado State Publications Library. June 1992. 10 p.

CO85:J01 - Colorado state publications depository and distribution center. Folder.

CO92:J01 - Colorado State Publications Library. Received 1992. Folder.

***CO90:K01** - Accession Checklist: Colorado State Publications, January 1990, unpaged.

CO92:K01 - Public access databases available through state agencies: a selected list. October, 1992. 39 p.

CO89:M01 - Operations Study of the Colorado State Publications Program. September 1989. various paging.

CONNECTICUT

CT93:B01 - Letter from Albert Palko, Connecticut State Library, responding to the Committee of Eight's questions on Connecticut state and local government documents collection development policies and the availability of Connecticut state and local government information in electronic formats. February 17, 1993. 1 p.

DELAWARE

DE93:B01 - Letter from Casey O'Connor, Delaware Division of Libraries, responding to the Committee of Eight's request for information on the availability of Delaware state and local government information in electronic formats and about Delaware state and local government publications collection development policies, and transmitting a copy of the Delaware Public Records Law. Received 1993. 2 p.

DE89:F01 - Delaware Public Records Law (A Records Mgmt. Hdbk.) 1988. 8 p.

DE93:F01 - Delaware Public Records Law, prepared by Department of State, Division of Historical and Cultural Affairs, Bureau of Archives and Records Management, Hall of Records, Dover, Delaware ... 1990. Received 1993. 10 p.

DE89:H01 - Delaware Documentation Procedures (A Records Mgmt. Hdbk.) 1989. 4 p.

***DE89:K01** - Delaware Documentation, an annual checklist of Delaware government publications...28th issue, 5th Annual. Official Pubs. recvd. at the Hall of Records for 1987. June, 1989. 47 p.

FLORIDA

FL84:B01 - Letter from Patty Paul, State Library of Florida, on revision of Florida State Depository Law. March 12, 1984. 1 p.

FL84:D01 - Form letter to state agencies on new 1983 law. February 16, 1984. 1 p.

***FL84:F01** - Official Florida Statutes, 1983, chapter 257.05, "Public documents; delivery to, and distribution by, division." 2 p.

FL84:F02 - Chapter 83-24, Committee substitute for Senate Bill No. 83, approved by the Governor, May 16, 1983. 6 p.

FL84:F03 - State documents depository program, FS 257.05; changes as provided by ch. 83-24, Laws of Florida. 1 p.

HAWAII

HI93:B01 - Letter from Patrick McNally, Hawaii State Library, responding to the Committee of Eight's request for information about the availability of Hawaii state and local government information in electronic formats and about Hawaii state document collection development policies. January 22, 1993. 2 p.

IDAHO

ID93:B01 - Letter from Carol Silvers, Idaho State Library, responding to the Committee of Eight's request for information about the availability of Idaho state and local government information in electronic formats and about Idaho state documents collection development policies. January 26, 1993. 2 p.

ILLINOIS

IL94:A01 - A guide to programs and subjects in annual reports of Illinois State Government Agencies, by Sheila H. Nollen, 1994. 67 p.

IL85:D01 - Form letter to state agencies requesting publications. 1 p.

IL85:D02 - Form letter to individuals on interlibrary loan availability of documents. 1 p.

IL85:D03 - Depository inspection analysis. 17 p.

IL89:D01 - Form letter to Illinois Depository Libraries accompanying depository weeding list from which depositories may select publications. Received 1989. 1 p.

IL89:D02 - Sample letter from Illinois State Library to state documents depository library regarding disposal of Illinois documents via the State Library's weeding lists. Received 1989. 1 p.

***IL84:F01** - Illinois register, Secretary of State, text of adopted rule for codification ... Title 23...Subpart B...Chapter I... Part 3020, Illinois State Library, Acquisitions Division, Illinois Documents Section, Subpart A: Deposit of Publications, Subpart B: Depository Libraries. 198? 5 p.

IL85:G01 - Illinois document depository libraries. 2 p.

IL85:G02 - Illinois documents depository librarians in Illinois. 2 p.

IL89:G01 - Federal/State document depositories and depository Librarians in Illinois, a directory. August, 1987. 53 p.

IL89:I01 - Guidelines for discarding state depository publications. Received 1989. 2 p.

IL89:J01 - Access to state publications, Illinois State document depository program. July, 1988. Folder.

***IL89:K01** - Publications of the State of Illinois, 1987. June 1988. 62 p.

IL89:K02 - List of newsletters received from Illinois agencies. Received 1989. 6 p.

***IL85:L01** - Illinois documents lists, no. 20, October 16-31, 1985. 10 p.

***IL89:L01** - Illinois documents list, No. 3, March 1989. 19 p.

INDIANA

IN85:B01 - Letter from Byron E. Swanson, Indiana State Library, December 9, 1985, transmitting publications. 1 p.

***IN85:F01** - Indiana Code, 4-23-7.1-25 through 27. 1 p.

***IN85:F02** - Rule 3. Indiana document depository libraries. 590 IAC 1-3-1 through 1-3-7. 1 p.

***IN85:F03** - Acts 1985, IN. 104th General Assembly, 1st regular session, vol. 1, P.L. 31-1985 (H. 1161, approved April 14, 1985). 19 p.

IOWA

IA85:A01 - Some basic Iowa Documents. 4 p.

IA85:J01 - The depository library center for Iowa publications. January 1983. Folder.

IA85:J02 - Iowa; a place to know. Folder.

IA85:J03 - Iowa depository for Iowa documents. Bookmark.

IA85:J04 - All around Iowa... Iowa depository libraries have Iowa publications. Bookmark.

IA85:J05 - Iowa documents; contact your local library. Bookmark.

IA85:J06 - Iowa depository for Iowa publications. Plastic card. (Handwritten note: also decals; same pattern).

IA88:J01 - Keep informed about your state government and its services through your depository library. Folder.

IA88:J02 - Bookmarks (7 styles). (1) Depository for Iowa documents. (2) All around Iowa...Iowa Depository Libraries have Iowa publications. (3) Documents from A to Z... (4) We the people...celebrating the Constitution 1787-1987. (5) U.S. Constitution Bicentennial, State Library of Iowa. (6) 1787-1987 Bicentennial celebration of the Constitution of the U.S.A....(7) The Constitution 1787-1987...

KENTUCKY

KY93:B01 - Letter from William Richardson, Kentucky Department for Libraries and Archives, responding to the Committee of Eight's request for information about the availability of Kentucky state and local government information in electronic formats and about Kentucky state and local documents collection development policies, and transmitting a guide on Kentucky's state publications program. Received 1993. 1 p.

KY93:I01 - Kentucky's state publications program. [Contains "Items not to include in your state publications shipments to KDLA."] [Kentucky Department of Libraries and Archives.] Received 1993. 6 p.

LOUISIANA

LA84:D01 - Semi-annual letter to state agencies requesting information on their publications, with form for listing. 1984. 2 p.

LA84:F01 - Public document depository system; rules and regulations. 1982. 8 p.

LA92:H01 - Louisiana State Documents depository manual, edited by Grace G. Moore, Recorder of Documents, State Library of Louisiana. 1992. 65 p.

LA84:I01 - Guidelines for depositories. 1982. 1 p.

LA84:I02 - State public documents depository program; guidelines, state agencies. 1982. 1 p.

LA84:I03 - State public documents depository program; guidelines, Advisory Council for State Documents Depository Program. 1982. 1 p.

LA84:I04 - State public documents depository program; guidelines, Recorder of Documents. 1982. 2 p.

LA90:J01 - Let us clue you in...putting the public in public documents. Bulletin Number 1861, Louisiana Dept. of Education. October, 1989. Folder.

LA84:K01 - Selection list. November, 1982. 4 p.

LA84:K02 - Core collection; basic Louisiana state publications. 198? 1 p.

MAINE

ME85:B01 - Letter from Elaine C. Stanley, Maine State Library, November 22, 1985 transmitting publication. 1 p.

ME86:B01 - Letter from Barbara J. Smith, Maine State Library, June 12, 1986, transmitting copy of agreement. 1 p.

ME86:C01 - Guidelines for Maine state document depository libraries. 4 p.

ME85:M01 - Status of Maine state documents depository libraries, 1985. 11 p.

MARYLAND

MD89:J01 - Maryland State Publications Depository Libraries. 1988. Brochure.

MD84:M01 - Letter from Michael S. Miller, Maryland State Law Library, on Joint Resolution requesting establishment of Task Force on Documents. May 15, 1979. 1 p. Attached: Letter to Governor and Senate Joint Resolution no 35, JR 19. 4 p.

MD84:M02 - (Materials relating to Task Force on Documents, 1980-1984) 9 pieces. Contents: (1) Letter to users of state publications, July 11, 1980. 2 p. (2) Agency publications survey, 1980. Attached: Art. 40, sec. 53C. (3) Publication description form. 2 p. (4) Maryland State User Survey, tabulation to responses to survey. 2 p. (5) House Bill No. 689, 1982. 9 p. (6) Senate Bill No. 472, 1982. 6 p. (7) Interim report of the Governor's Task Force on Documents: findings and recommendations regarding state publications. January, 1982. Various paging. (8) Information summary. 1 p. (9) Questionnaire of committee on county documents, with letter of transmittal and form. 4 p.

MASSACHUSETTS

MA85:B01 - Letter from Susan Steinway, November 27, 1985, explaining items transmitted. 2 p.

MA93:B01 - Letter from Bette Siegel, Massachusetts State Library, responding to the Committee of Eight's questions about the availability of Massachusetts state and local government information in electronic format, and includes legislative information regarding Massachusetts state and local government document collection development policies. January, 1993. 4 p.

***MA85:F01** - The Commonwealth of Massachusetts, advance copy, 1984, Acts and resolves. Chap. 412, An Act providing for the orderly distribution of state publications. Approved December 27, 1984. 2 p.

MA85:H01 - Massachusetts classification outline, July 1985. 1 p.

MA85:I01 - Administrative Bulletin 76-5, Executive Office for Administration and Finance, May 12, 1976, re: Deposit of state agency publications with State Librarian. 1 p.

MA85:J01 - Massachusetts legal history; Massachusetts publications on microfilm. 1 p.

MA85:J02 - State document depository law (press release). 1 p.

MINNESOTA

MN84:H01 - Minnesota state documents; a guide for depository libraries. 1984. 23 p.

MN89:J01 - Legislative Reference Library presents: the State of the State Document. Revised 1989. Brochure.

MISSISSIPPI

MS88:D01 - Form letter to agencies re: Six-Months Checklist of Public Documents Produced by your Agency During Period ... 2 p.

MS88:D02 - Form letter to agencies re: Claim Notice for State Documents. 1 p.

MS88:H01 - State depository for public documents: handbook for state agencies and depository libraries, prepared by Gerald Buchanan, Assistant Director for Library Operations, Mississippi Library Commission. Revised, October 1985. 17 p.

MS88:H02 - Mississippi state documents (msdocs) classification scheme, compiled and revised by Barbara Smith and Orlane Harvey, Mississippi Library Commission, 2nd ed., July, 1985. 36 p.

MS88:J01 - Things to do today...send 35 copies of each new or revised publication of your agency to: Recorder of Documents, Mississippi Library Commission...Folder.

***MS88:K01** - Mississippi state government publications index, Vol. III, No. 7. January, 1986. Various paging.

NEBRASKA

NE88:A01 - Notable Nebraska documents 1972-1987, compiled by Karen Lusk and Doris Garlow, Nebraska Publications Clearinghouse. 1988. 92 p.

NE86:H01 - Guide to Nebraska state agencies. 1985. 52 p.

NE85:J01 - Depository libraries...Your source for government information. 1984. Poster.

NE85:J02 - Depository libraries...Your source for government information. Bookmark. Nebraska's Depositories of State Government publications.

NE88:J01 - Information for Nebraskans from government publications. Folder.

NE85:M01 - Now On-Line! Nebraska Library Commission. 2 p.

NE85:M02 - Nebraska Library Commission, Online Database Services, On-Line Database Users Guide, dial-access instructions. Revised February 8, 1985. 7 p.

NEVADA

NV84:D01 - Documents department monthly report [Univ. of Nevada, LV]. 1973. 3 p.

***NV86:F01** - Nevada state publications distribution center, 378.150 through 378.210. 2 p. (Includes 1985 amendments.)

NV86:J01 - Nevada official publications catalog. Folder.

NV86:J02 - ?! - Questions, answers, about the Nevada state publications distribution center. 1975. Folder.

NV86:J03 - Three, four, one. 1975. Folder. (Has name and phone number of current coordinator pasted in.)

NEW HAMPSHIRE

NH93:B01 - Letter from John McCormick, New Hampshire State Library, responding to the Committee of Eight's questions about the availability of New Hampshire state and local government information in electronic formats and about New Hampshire state and local government document collection development policies. January 25, 1993. 1 p.

NEW JERSEY

NJ93:B01 - Letter from Rebecca Gardner, Rutgers University, responding to the Committee of Eight's request for information about the availability of New Jersey state and local government information in electronic formats, about New Jersey state and local documents collection development policies, and about the name of the agency responsible for cataloging New Jersey state government publications. Received 1993. 2 p.

NJ85:D01 - New Jersey state documents, secondary depository library program, inspection visit form. 18 p. Attached: Cover letter, May 20, 1985. 1 p.

NEW MEXICO

NM93:B01 - Letter from Norma McCallan, New Mexico State Library, responding to the Committee of Eight's question about the availability of New Mexico's state and local government information in electronic formats and transmitting the New Mexico State Library Collection Development Policy Statement [See NM93:H01]. February 15, 1993. 1 p.

NM85:H01 - New Mexico documents depository law, NMSA 1978 Supp. 18-2-4.1, Depository Library Manual, prepared by Sandra K. Faull, 2nd ed., August 1985. 23 p.

NM93:H01 - Collection Development Policy Statement 1992, New Mexico State Library. Received February 15, 1993. 5 p.

NM84:K01 - Core documents collection for New Mexico state documents depository libraries. October 1984. 2 p.

NEW YORK

***NY93:B01** - Response to Committee of Eight request for information about the availability of New York state and local government information in electronic formats... "CD-ROM Planimetric Maps" [from the New York State Dept. of Environmental Conservation] in "The Albany Scene" by Mary Redmond, Documents to the People of New York State. 1 p.

NY93:H01 - Response to Committee of Eight request for copies of New York state and local documents collections policies. SUNY Albany "State, County, Municipal and Territorial Documents," April 16, 1984. Received 1993. 3 p.

NY93:H02 - Response to Committee of Eight request for copies of New York state and local documents collections policies. Charles B. Sears Law Library, University of Buffalo, revised February 17, 1992. Received 1993. 7 p.

NY86:J01 - If you will do one thing for us...we will do four things for you. November, 1982. Folder.

NY92:M01 - State agencies report filing with the New York State Library. March, 1992. 17 p.

NORTH CAROLINA

NC85:B01 - Letter from Marion Shepherd, North Carolina Department of Cultural Resources. April 24, 1985, listing publications transmitted. 2 p.

NC87:J01 - Put the public into state publications. Folder includes: (1) February 10, 1987 letter from Pauline F. Myrick, President, North Carolina Library Association. 2 p. (2) Brochure , North Carolina Documents Depository System Fact Sheet, February, 1987. (*3) [Not filmed] State Documents: proposed Statewide Depository System; Marjorie W. Lindsey, Popular Government, Fall 1986, pp. 8-11.

NC85:M01 - Documents Survey Project, 7 pieces. Contents: (1) Letter from Sara W. Hodgkins, to heads of all departments mailed two weeks prior to issuance of November questionnaire. 1 p. (2) Mailing list for Secretary Hodgkins' letter. 2 p. (3) Cover letter from David N. McKay, Director, Division of State Library, which accompanied the November questionnaire. 1 p. (4) November 14, 1984 questionnaire issued to 665 representatives of executive, judicial and legislative agencies. 3 p. (5) Cover letter from David N. McKay which accompanied the March 21 questionnaire. 1 p. (6) March 21, 1985 questionnaire issued to 590 officials of the state-supported colleges and universities. 3 p. (7) Follow-up letter mailed to all non-respondents one week after both the November 30 and April 9 deadlines. 1 p.

NC86:M01 - North Carolina state documents depository system survey; final report. April 1986. Various paging.

NORTH DAKOTA

ND93:B01 - Letter from Mark Bowman, North Dakota State Library, responding to the Committee of Eight's question about the name of the agency responsible for cataloging North Dakota state documents. March 12, 1993. 1 p.

OKLAHOMA

OK85:H01 - Manual for publications officers. November 1984. Various paging.

OK85:J01 - Oklahoma state publications depository program. Flyer.

OK85:J02 - Oklahoma state publications "Guarantee your right to know." Poster.

OK85:J03 - "Your right to know is guaranteed in Oklahoma." (Addressed to state agencies.) Folder.

OK85:J04 - "Your right to know is guaranteed in Oklahoma." (Addressed to public and university libraries.) Folder.

OREGON

OR93:B01 - Email message from Craig Smith, Oregon State Library, responding to the Committee of Eight's request for information about the availability of Oregon state and local government information in electronic formats and about Oregon state documents collection development policies. March 3, 1993. 1 p.

PENNSYLVANIA

PA87:H01 - Revised classification scheme for Pennsylvania State Publications, by John H. Sulzer. 1987. 164 p.

RHODE ISLAND

RI85:F01 - 83-H 5840, An Act Relating to State Publications, March 9, 1983 . 4 p.

RI85:F02 - 83-H 5840 as amended, An Act Relating to State Publications, March 9, 1983. 4 p.

RI85:F03 - 85-S 305 as amended, An Act Relating to State Publications, February 1, 1985. 8 p.

***RI85:F04** - Public laws of Rhode Island, 1983, chapter 254, An Act Relating to State Publications. 3 p.

RI85:M01 - (Materials relating to state publications clearinghouse) 4 pieces. Contents: (1) Cover letter from Mary Anne Golda, Rhode Island State Library, August 30, 1985. 1 p. (2) Proposed core collection. 1 p. (3) Depository library application. 1 p. (4) Proposed regulations. 3 p.

RI85:M02 - Report to the General Assembly of the State of Rhode Island and Providence Plantations on P.L. 1983, chapter 254, "State Publications Clearinghouse for Libraries." February 1, 1984. 44 p.

SOUTH DAKOTA

SD87:A01 - A bit of South Dakota: a brief bibliography of South Dakota state government publications, compiled by Margaret Bezpaletz. 1986. 22p.

SD87:B01 - Letter from Margaret Bezpaletz, South Dakota State Library, on bibliography promoting lesser known state documents useful to teachers and students. October 23, 1987. 1 p.

SD89:B01 - Letter from Margaret Bezpaletz, South Dakota State Library, on an upcoming serials list for South Dakota government publications, the implementation of the online system SDPALS, a print index to South Dakota government publications, and South Dakota becoming part of the University of Minnesota's regional depository system. May 23, 1989. 1 p.

SD93:B01 - Letter from Margaret England, South Dakota State Library, responding to the Committee of Eight's request for information about the availability of South Dakota state and local government information in electronic formats, and transmitting a copy of Chapter 14-1A of the South Dakota Codified Laws which created the depository system and which authorizes the State Library to obtain state government publications. February 3, 1993. 1 p.

***SD93:F01** - Chapter 14-1A "State Publications Library Distribution Center." From South Dakota Codified Laws, pp. 486-487. Received February 3, 1993. 2 p.

TEXAS

TX94:A01 - "Texas State Government Publications on...Computer Science." Texas Bibliographic Series #10, March 1994. 2 p.

TX94:D01 - Form letter to publications contacts at state agencies regarding requirements to send publications to the State Library. April 21, 1993. 1 p.

TX94:D02 - Texas State Publications Depository Program. [Agency]. Request for information form. 1 p.

TX94:D03 - Texas State Publications Depository Program, Publications contact person form. 2 p.

TX94:D04 - [Texas State Publications] Subscribers survey. 2 p.

TX94:G01 - Texas State Publications Depository Program, directory of depository libraries. April 26, 1993. 9 p.

TX94:H01 - Texas State Publications Depository Program, Manual for publications contact persons, state agency edition. Revised 1993. [67 p.]

TX94:H02 - Texas State Publications Depository Program, Manual for State Depository Libraries, 4th ed. 1993. [69 p.]

TX94:I01 - Flowchart: is it a state publication and how many copies do I send? 1 p.

TX94:I02 - "Top 10 questions contact persons ask about the Texas State Publications Program." From Contact: News of the State Publications Depository Program, no. 15, May 1993. 2 p.

TX94:I03 - Texas State Publications Depository Program, summary sheet [describing the depository program to state government agencies]. 2 p.

TX94:J01 - Texas facts at your finger tips at your...State Publications Depository Library, February 1992. Folder.

TX94:J02 - Decal for Libraries designated as an official depository for state government publications.

TX94:J03 - Texas State Government Publications. Administrative notes, news of the State Publication Depository Program, No. 29. March 1994. 2 p.

TX94:J04 - Texas Libraries, Spring 1991, v. 52 no. 1. Published by the Texas State Library and Archives Commission. 7p. "Texas Facts at your fingertips." Chris Fowler.

TX94:K01 - Texas State periodicals, depository titles, June 1989-May 1993. 27 p.

TX94:K02 - Tap In! Texas Access Project Index, a directory and index to public information databases of Texas State Government. Jan. 1994. (various paging, ca 200 p.)

UTAH

UT84:B01 - Letter from Russell L. Davis, Utah State Library Division, on implementation of an improved state documents program. January 11, 1984. 1 p.

UT84:B02 - Letter from Russell L. Davis, Utah State Library Division, on Utah Under Cover, first annual checklist of state publications. October 15, 1984. 1 p.

UT84:B03 - Letter from Linda Downey, Utah State Library Division, on work to improve documents program. December 24, 1984. 1 p.

UT88:B01 - Letter from Susan M. Cuthbertson and Ruth Anne Hansen, Utah State Library, re: transmitting items. 1 p.

UT88:B02 - Letter from Utah State Library Division to accompany Utah Under Cover...1983/84-1985/86 re: telephone numbers given in the Agency Directory of this issue may not be correct due to a change in state telephone system. 1 p.

UT85:D01 - Do we have you under cover? (Form to state agencies to solicit publications for 1984/85 edition of Utah Under Cover). 1 p.

UT85:D02 - Thank you! (Form included with Utah Under Cover to update list of contact persons.) 1 p.

UT85:D03 - Do we have you under cover?* (Form included with Utah Under Cover to check for agency publications.) 2 p.

UT84:H01 - Utah documents depository program; manual of guidelines for state agencies. September 1983. 21 p.

UT84:H02 - Utah documents depository program; manual of guidelines for depository libraries. September 1983. 23 p.

UT88:H01 - Utah state government documents procedures, by the Bibliographic Access Unit, Technical Services Program, Utah State Library Division. Revised 1987. Various paging.

UT93:H01 - Utah Publications Depository Program, Manual of Guidelines for State Agencies. Revised January 1992. [48 p.]

UT84:J01 - Utah documents; who puts the "U" in documents? 1983. Folder.

UT84:J02 - Stay on top with Utah documents. 1983. Bookmark.

UT84:J03 - Looking for Utah information? This is for you! Utah Under Cover lists...1984. 1 p. (Message for state agencies.)

UT84:J04 - Utah librarians! This is for you! Utah Under Cover lists...1984. 1 p.

UT85:J01 - Looking for Utah information? this is for you! (Transmittal flyer for Utah Under Cover). 1 p.

UT85:J02 - Utah librarians! this is for you! (Transmittal flyer for Utah Under Cover). 1 p.

UT88:J01 - Utah Under Cover (transmittal flyer for 1986/87 edition of Utah Under Cover). Checklist of Utah State Agency Publications. 1 p.

UT88:J02 - Utah Under Cover (transmittal flyer for the cumulated edition of Utah Under Cover). 1 p.

***UT88:K01** - Utah Under Cover, checklist of Utah agency publications 1983/84-1985/86. 1987. (Utah Documents Checklist No. 3). xxvi p. (Microfiche copy of checklist on 3 fiche also enclosed.)

UT84:L01 - Shipping list, no. 457, 12/14/83. 5 p.

UT84:L02 - Shipping list, no. 480, 12/15/84. 7 p.

***UT84:M01** - "New state documents program begins at State Library." Horsefeathers 18 (10) (November/December 1983): 1-2.

***UT84:M02** - "Under cover operation surfaces at state library." Horsefeathers 19 (9) (October 1984): 1.

***UT85:M01** - "Under cover operation surfaces at state library." Informed Source (November 1984): 4.

***UT85:M02** - "State library spreads the word." State Scene (November 18, 1983): 2.

VERMONT

VT89:B01 - Letter from Paul Donovan, Vermont Dept. of Libraries, stating no additions to collection at this time and noting that the annual Checklist of Available Vermont State Documents will resume in Fall 1989. June 26, 1989. 1 p

VT93:B01 - Letter from Paul Donovan, Vermont Department of Libraries, responding to the Committee of Eight's request for information about the availability of Vermont state and local government information in electronic formats and about Vermont state document collection development policies, and transmitting a guide to using the Vermont Automated Libraries System. February 3, 1993. 1 p.

VT93:H01 - Vermont Automated Libraries System, Using VAILS. Vermont Department of Libraries, Fall 1992. 28 p.

WASHINGTON

WA93:B01 - Letter from Andrew Johnson, University of Washington, responding to the Committee of Eight's request for information about the availability of Montana and Washington state and local government information in electronic formats, and transmitting the Washington state and local government documents collection development policy. March 10, 1993. 1 p.

WA93:H01 - Collection development policy statement, Washington state and local government, June 25, 1986. Received March 10, 1993. 5 p.

WISCONSIN

WI88:B01 - Letter from Anne Kasuboski, University of Wisconsin, Green Bay, transmitting one item. April 22, 1988. 1 p.

WI89:J01 - Non-Wisconsin state and territorial government publications. April 1988. 1 p. (Information Guide No. 8).

WI89:J02 - Wisconsin State government publications. October 1986. 1 p. (Information Guide No. 9).

WI89:J03 - Wisconsin County and Municipal Government publications. Received 1989. 1 p. (Information Guide No. 10).

WI88:M01 - How to use government publications, a basic guide to searching, University of Wisconsin-Green Bay: Library Learning Center. (Includes sections on "Searching for Wisconsin Publications" and "Searching for Wisconsin Laws and Legislative Documents.)" 1988. Unpaged.

WI89:M01 - Report on a survey of Wisconsin Public Documents recipients, compiled by Lloyd Velicer. February 23, 1989. 11 p.

WYOMING

WY85:B01 - Memorandum from Beth Agar, November 27, 1985, transmitting classification system. 1 p.

WY93:B01 - Letter from Beth Rulli, Wyoming State Library, transmitting a copy of the section of the Wyoming Statutes of 1977 as amended, which serves as the Wyoming state document collection policy. February 12, 1993. 1 p.

WY94:D01 - Memorandum to state agencies regarding submitting agency publications to the state library. 1 p.

***WY93:F01** - Section 9-2-1026.6 "State librarian; appointment; qualifications; filing of state publications; deposit of designated documents; exchange of session laws." From the Wyoming Statutes of 1977 as amended, pp. 6-7. Received February 12, 1993. 2 p.

WY94:J01 - State Government Information Services; State Library: Putting the pieces together to solve your information needs. Pocket folder with 9 pages and 2 business cards inserted.

WY85:M01 - Wyoming documents classification system, Government Publications Depository, Wyoming State Library. 4 p.

WY94:M01 - Library Services Survey of Government Agencies (includes cover memorandum, survey questionnaire, and draft of survey results.) September, 1993. 10 p.